

<b>Agency</b>	Court Appointed Special Advocates
<b>Program</b>	Advocacy for Abused & Neglected Children
<b>San Marcos Service Address</b>	2725 Hunter Road
<b>Requested</b>	\$42,365
<b>Recommended</b>	\$42,000

Application Completeness Check for HSAB	Court Appointed Special Advocates Advocacy for Abused and Neglected Children
<b>Questions</b>	
Are all questions answered?	Yes
Is the application signed? (this is a certification)	Yes
Does the program have measurable outcomes?	Yes
Is the agency a Human Services Agency?	Yes
Is the agency overseen by a Board of Directors?	Yes
<b>Required Attachments</b>	
<b>BUDGETS</b>	
1. Agency budget for current fiscal year	Yes
2. Agency budget proposed for next fiscal year	Yes
3. Program budget for current fiscal year	Yes
4. Program budget proposed for next fiscal year	Yes
5. Budget showing the exact uses of the HSAB funding	Yes
<b>BOARD OF DIRECTORS INFORMATION</b>	
6. Board of Directors membership roster	Yes
7. Board of Directors Meeting Attendance Record for current year	Yes
8. Board of Directors City of Residence	Yes
9. Board of Directors membership criteria	Yes
<b>ORGANIZATION INFORMATION</b>	
10. Organizational chart with names and titles of staff	Yes
11. Current IRS Form 990, pages 1 and 2 (not required for churches)	Yes
12. Non-discrimination policy statement	Yes
<b>Preferred Attachments - 3 Letters of Support</b>	
Letters of support from members of the San Marcos Community	Yes
<b>Attachments if Applicable</b>	
Latest audit or CPA signed review, if applicable	Yes
Policies and Procedures for the proposed Program, if available	
<b>Note: We are not requiring Texas Secretary of State registration</b>	

## CHECKLIST OF REQUIRED ATTACHMENTS

### APPLICATION

- Completed and signed application
- Final Performance Report for 2023 Funding

### BUDGETS

- Agency budget for current fiscal year
- Agency budget proposed for next fiscal year
- Program budget for current fiscal year
- Program budget proposed for next fiscal year
- NEW: Budget showing the proposed uses of HSAB funding**

### BOARD OF DIRECTORS INFORMATION

- Board of Directors membership roster – **NEW must include city of residence for each Board member**
- Board of Directors Meeting Attendance Record for the current fiscal year
- Board of Directors membership criteria

### ORGANIZATION INFORMATION

- Organizational chart with names and titles of staff
- Current IRS Form 990, pages 1 and 2 (not required for churches)
- Non-discrimination policy statement
- Latest audit or CPA signed review, if applicable
- Policies and Procedures for the proposed Program, if available

### LETTERS OF SUPPORT

- Letters of support from members of the San Marcos Community (prefer minimum of 3)

City of San Marcos Human Services Grants  
**FY 2025 Application**

**I. SUMMARY INFORMATION**

Applicant Organization: CASA of Central Texas, Inc.

Contact Name: Norma Castilla-Blackwell Telephone: 830-626-2272

Contact E-Mail Address: nblackwell@casacentex.org Website: www.casacentex.org

Mailing Address: 2725 Hunter Road, San Marcos, TX 78666

San Marcos Service Address for this Program: 2725 Hunter Road, San Marcos, TX 78666

Who is authorized to execute program documents? (Name, Title) Norma Castilla-Blackwell, Chief Executive Officer

Program Name: Advocacy for Abused and Neglected Children in San Marcos

Amount of Funds Requested: \$42,365.00

What percentage of the cost of this program is requested as funding through this application? 20%

**II. QUESTIONS**

**All questions must be answered. Please type your answers.**

**OVERVIEW**

1. What is the agency's or organization's mission?

CASA of Central Texas, Inc. provides high quality, best interest advocacy for children and youth in the child welfare system. We train and empower dedicated CASA volunteers to ensure children's needs are met and their voices lifted. We commit to strengthen the connections and well-being of children in foster care, one family at a time.

2. Briefly summarize the program for which funding is being requested and the services it provides.

The primary goal for this grant is to provide services to more San Marcos children/youth in state foster care and substitute care with compassionate and effective advocacy to achieve safe, permanent homes. It is vital that we recruit, train, and empower volunteers to be strong voices to ensure these children's needs are met and their voices amplified.

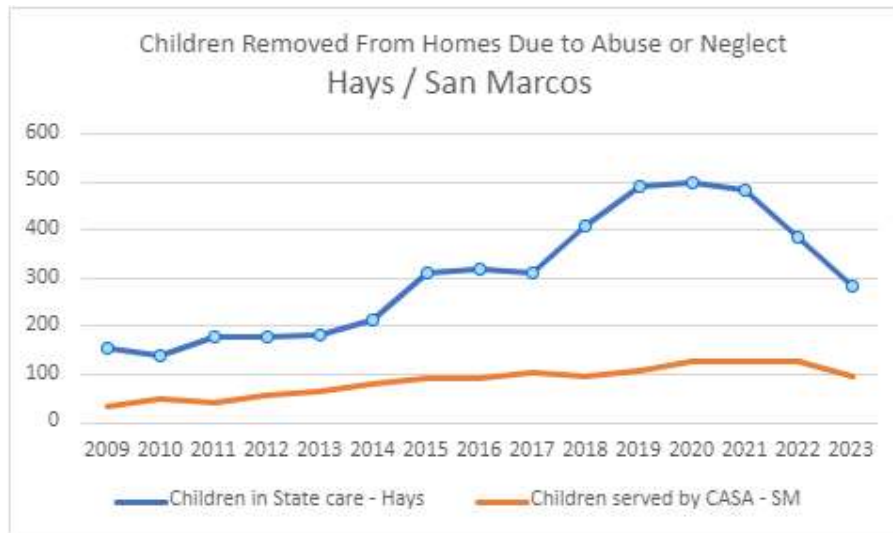
For the period 1/1/25 through 12/31/25, CASA of Central Texas volunteers and staff will provide essential advocacy services for the education, medical, mental health, permanency, and placement needs (stable, safe homes within a timely period) of an estimated 80 San Marcos children and youth in foster and substitute care. They will be served by 40 volunteer advocates assigned to experienced Case Supervisors who will monitor compliance with government regulations, Texas and National CASA standards; guide and navigate through complex case management; and oversee case progress to ensure appropriate permanency outcomes for the children. CASA volunteers and Case Supervisors will testify in court hearings and trials, attend case-related meetings, and report monthly data and outcomes.

## COMMUNITY NEED AND JUSTIFICATION - 20 POINTS

1. Describe in detail the need for this program in San Marcos.

CASA of Central Texas envisions a world where every child thrives in a safe, stable and loving home. When children are removed from their homes due to abuse or neglect, they are placed in a child welfare system which has been deeply impacted – with many unanswered questions about long-term effects – by the after effect and delays caused by the COVID19 pandemic, legislative reforms, policy/practice changes, and legal battles. Court backlogs have delayed case closures. Litigation, such as the on-going MD v. Abbott case and newly filed cases about gender affirming care for trans youth, has left many people frustrated and disheartened. These matters are interrelated and complex, and each has its own significant impact on child welfare.

After coming into protective custody, children are faced with frequent moves, changing schools, therapists, and social workers. They are at high risk for being re-victimized, for not receiving medical care and therapeutic services, for poor academic progress, and for homelessness. In Hays County, complex issues are further compounded by fast population growth and rural pockets which have limited access to resources. Hays County experiences child abuse/neglect removal rates slightly higher than the state average: State = 9,965 removals, Hays = 1.3 per 1,000 child population (TDFPS FYE 8/31/23). Historically, San Marcos children and youth make up 40-50% of CASA services in Hays County.



Through this grant, children and youth will receive independent, high quality, personalized advocacy – focused on each child’s best interests and ensuring primary needs are met for medical, educational, mental health, housing, and long-term stability. CASACenTex is well-positioned to advocate for the needs of our local children who have experienced abuse and neglect. We promote frequent check-ins with children, sibling groups and families to ensure physical safety and protection, as well as address mental well-being. We are also concerned for older youth who are about to exit foster care and youth adults in extended foster care. Many lack relationships, resources and connections needed to ensure safety and stability as young adults.

2. Has the need for this program been increasing in recent years?

The need for more volunteers in San Marcos has increased with the population growth in recent years. Although the U.S. is seeing its lowest population growth rates in over 100 years (The Brookings Institution, “The 2010s saw the lowest population growth in U.S. history,” new census estimates show, 12/22/20), we know that Texas – and, specifically, the CASA of Central Texas four-county footprint – is experiencing the opposite trend. Central Texas population growth has held record highs for a number of years – faster than State and National averages, and with no indication of slowing. In all, our four-county region includes over 30 small cities and towns attracting new residents through international and interstate migration.

In the heart of Texas' fastest growing communities, CASACenTex is nestled between the large metro cities of Austin and San Antonio with two of our four counties among the "Fastest-Growing Counties in the U.S." thus bringing significant opportunity for further program growth. CASACenTex also faces challenges in serving a vast blend of non-urban, suburban and rural communities, and expanding our volunteer base capacity.

3. Client Information

**Definitions:**

Direct Client - individuals or families immediately affected or personally served by the helping agency.

**Questions:**

- a. Describe the direct clients for this program.

Children in protective care of the Texas Department of Family and Protective Services – newborn up to age 17 years, male and female, of all races, ethnicities, and socio-economic statuses – and youth/young adults 18+ years who are transitioning into independent living.

- b. How is the program marketed to direct clients? How do you find these clients?

Under Texas Family Code (Ch. 107), Hays County district and special courts may appoint CASA as Guardian ad Litem (GAL) on child protection cases with the sole responsibility to advocate for the children's best interests and, ultimately, permanent placement in safe homes.

- c. Expected total annual unduplicated direct clients who are City of San Marcos residents: 80

## IMPLEMENTATION - 15 POINTS

1. How exactly will these funds be used?

Funds from the City of San Marcos Human Services grant would provide CASACenTex with invaluable resources to continue our program services by supporting salaries of six Casework Supervisors. This award would support those staff in the vital role they provide in assisting and directing our volunteer advocates, as they navigate a complex child welfare system and serve children in San Marcos. Case Supervisors assist advocates in providing essential advocacy services for the education, medical, mental health, permanency, and placement needs (stable, safe homes within a timely period) to San Marcos children and youth in foster and substitute care. Volunteer advocates are assigned to experienced Case Supervisors who will monitor compliance with Texas and National CASA standards, guide them through case management, and oversee case progress to ensure appropriate permanency outcomes for the children. CASA volunteers and Case Supervisors will testify in court hearings and trials, attend case related meetings, and report monthly statistics. Funds will also be used for the salaries of two Community Engagement Coordinator positions to continue to participate in outreach and presentations to increase the number of advocates in San Marcos. Additionally, funding will support some tangible items for our San Marcos office, including a server to replace the existing server that supports our network and infrastructure, an amplifier for the sound system for the training room that is used by several nonprofit organizations and for our advocate training, security cameras and installation, erosion and drainage control work and landscaping on the property, conference camera and Bluetooth microphone and speakers to assist in the training room.

2. What specific, measurable outcomes or results do you hope to achieve with this program? The goal of this grant is for CASA of Central Texas to successfully serve 80 children in San Marcos with the dedicated help of 40 volunteer advocates.
3. List the title of each position for which funding is requested and the activities associated with those positions.

Casework Supervisor #2, #4, #5, #6, #12, and #13 will provide supervision to ensure that each volunteer dedicates a minimum of 60 hours/child, as they work toward permanency outcomes. Measured activities include new case assignments, number of children served, number of volunteers assigned, and case status. The Training Manager will lead advocate training course to ensure high-quality, best interest advocacy is performed by each advocate. Community Engagement Coordinator #2 will recruit volunteers by attending outreach events.

4. If funding is not available at the requested amount, what is the minimum Human Services Grant funding needed to be able to run this program? \$30,000

## IMPACT AND COST EFFECTIVENESS - 25 POINTS

1. Programs can provide value by deeply impacting the lives of a few, with effects that may ripple through generations, or by providing smaller but meaningful impact to a larger group. Describe in detail the impact this program will have on the identified need and on San Marcos residents.

Through this grant, children and youth will receive independent, high quality, personalized advocacy – focused on each child’s best interests and ensuring primary needs are met for medical, educational, mental health, housing, and long-term stability. CASACenTex is well-positioned to advocate for the needs of our local children who have experienced abuse and neglect. We promote frequent check-ins with children, sibling groups and families to ensure physical safety and protection, as well as address mental well-being. CASACenTex also prepares and supports older youth who are graduating high school or exiting foster care. These young adults require guidance as they prepare to join the workforce, enroll in higher education, and transition into independent living. Many lack relationships, resources and connections needed to ensure safety and stability as young adults.

2. Discuss the amount of overhead compared to program costs. Overhead compared to program costs is 19%.
3. Provide a brief description of other funding sources, volunteers, or in-kind donations that are expected to be used with this program. Other funding sources include City of San Marcos CDBG (pending), HHSC and VOCA.

4. What has your organization done in the past two years to raise different funding for this program? Our annual dinner and auction event takes place in April, and our Annual Golf Tournament is in October. We use social media platform-based fundraising campaigns to continue our funding. Longer-term revenue streams, including a small endowment fund, provide more stability, and we want to increase our major donor commitments and explore various longer-term strategies that include estate planning and IRA gift strategies. We also participate in Amplify Austin to raise funding for this program.

### **COMMUNITY SUPPORT – 10 POINTS**

1. Please submit 3-5 letters of reference that indicate strong local support for the program and the agency's ability to implement it as described in the application. Attached
2. How is the Board of Directors selected?

New members to the Board of Directors from our four-county service area are usually recruited through personal recommendations from existing board members. Some may be our former or current volunteer advocates and others may be longtime donors who wish to represent CASACenTex in their respective communities. An Advisory Council was formed three years ago with members who have the opportunity to join the Board of Directors as they exhibit enthusiastic commitment and financial support of CASACenTex's mission and vision.

3. How often does the Board meet? The CASA of Central Texas' Board of Directors meets monthly.
4. What actions do Board members take to support the programs of the agency or organization?

We are blessed with a generous and very active Board of Directors from each of the four counties that we serve. They conduct and record meetings on a monthly basis and are responsible for governance, oversight of legal compliance and regulatory issues; personnel policy and procedures; financial affairs and resource development. Expectations include regular attendance at meetings and serving as a voting member; developing organizational policies and procedures; monitoring and evaluating finances, programs, and performance; securing and providing meaningful financial support; representing CASACenTex in the community; and evaluating board performance. Members serve a three-year term, with consecutive terms approved by the Board. CASACenTex takes pride in our exceptional team of 11 highly dedicated Board of Directors, all from each of the communities served in our four-county footprint and diverse workforce backgrounds. Each member provides a unique perspective to understanding the challenges our clients' experience and the unduplicated service that our staff and volunteers are well-equipped to provide best interest advocacy for the children assigned to our program.

5. How many volunteers does your agency or organization have and how many hours do they spend on the program requesting funding?

Last year, CASA of Central Texas trained and supported 226 volunteers in our four-county area. With our goal to recruit and train 40 volunteers to serve in San Marcos, they advocate an average of 10 hours/month for 1 year, or 4,800 hours for the project (40 volunteers x 10 hours x 12 months). Our screened and highly trained volunteers will advocate for these children to ensure their needs are met for medical, education, mental health, housing, and other long-term permanency care.

### **COUNCIL PRIORITIES - 30 POINTS**

1. How long has this program served San Marcos residents? (10 points if at least 2 years)

CASA of Central Texas has been serving children in San Marcos since 1985.



2. Does the agency have an office in San Marcos? (10 points if yes) Yes
3. Describe how this funding creates an increase in services or an increase in the number of people served. (10 points)

Human Services funding from the City of San Marcos will assist CASA of Central Texas with recruiting more volunteer advocates to train and support them as they serve children in San Marcos who have been abused and neglected.

## II. FUNDING RESTRICTIONS

By signing this application I certify the following to be true:

1. All Human Services Grant funding will be spent on San Marcos residents, except for school-based programs, in which case it may be spent within the San Marcos Consolidated Independent School District boundary.
2. Funding requested is not more than 50% of the total funding for the agency.
3. Funding will not be used to fund more than 20% of a full time position.
4. Agency has been in existence for at least 2 years. (This can include serving communities other than San Marcos.)

### SUBMITTED AND APPROVED BY:

Norma C. Blackwell  
Norma C. Blackwell (Jul 29, 2024 13:36 CDT)

Signature

Jul 29, 2024

Date

Norma Castilla-Blackwell

Printed Name

Chief Executive Officer

Title



## HUMAN SERVICES ADVISORY BOARD GRANT 2023 FINAL PERFORMANCE REPORT

**Agency Name:** CASA of Central Texas Inc.

**Program Name:** Advocacy for San Marcos Abused and Neglected Children

**Program Year:** 2023

**Reporting Period:** January - December, 2023 (preferred deadline January 31, 2024)

*NOTE ON DEADLINE: This report must be received by October 24, 2024, or your organization's application for 2025 funding for this program will not be considered.*

### PROGRAM STATUS

**Please provide a brief written description of actions taken this period and how they helped achieve your program goals.**

For the period 1/1/23 through 12/31/23, CASA of Central Texas volunteers and staff provided essential advocacy services for the education, medical, mental health, permanency, and placement needs (stable, safe homes within a timely period) of 21 San Marcos children/youth in foster and substitute care. They were served by 13 volunteer advocates assigned to experienced Case Supervisors who monitored compliance with government regulations, Texas and National CASA standards; guided and navigated through complex case management; and oversaw case progress to ensure appropriate permanency outcomes for the children. CASA volunteers and Case Supervisors testified in court hearings and trials, attended case-related meetings, and reported monthly data and outcomes to ensure the safety, security, and well-being of the children we serve in San Marcos.

CASA of Central Texas offered information sessions 4x/week to engage with the community. Our Communications team posted 52 times on 4 social media platforms. A monthly newsletter was sent to all supporters. CASA of Central Texas gave 5 community presentations and attended 12 outreach events in Hays County. We also participated in 7 community partnership meetings and 11 community networking opportunities in Hays County.

## PROGRAM BENEFICIARIES

For the program that received HSAB funding, please report either number of unduplicated individuals served or number of unduplicated households served.

Check one:     Unduplicated Individuals         Unduplicated Households

	Jan – Dec, 2023
Total # Served	21
# San Marcos Residents Served	21
% San Marcos Residents	100

## PROGRAM EXPENDITURES

For the final report of the year, please provide a bulleted list that briefly summarizes what the HSAB funding was spent on.

- Program Director Salary- \$5,000.00
- Fund Development Associate Manager Salary- 1,000.00
- Recruitment and Training Director Salary- 3,000.00
- Casework Supervisor #11 Salary- 3,000.00
- Casework Supervisor #13 Salary-2,000.00
- Fringe Benefits- 1,000.00

---

### Certification:

*I certify that to the best of my knowledge and belief the information reported in this Quarterly Performance Report is factual and accurate.*

*Norma Castilla Blackwell*

Norma Castilla Blackwell (Jan 25, 2024 10:35 CST)

Signature

1/24/24

Date

Norma Castilla-Blackwell

Printed name

Chief Executive Officer

Title

# HSAB REQUEST FOR PAYMENT

<b>Agency Name</b>	Court Appointed Special Advocates of Central Texas Inc.		
<b>Project Name</b>	Child Advocacy Program		
<b>Draw Number</b>	2	<b>Billing Period:</b>	October - December 2023

Budget Item	General Funds	THIS DRAW	Total Prior Draws	Available Balance
Salaries & Benefits	\$ 15,000.00	\$ 3,696.73	\$ 11,303.27	\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
<b>Total</b>	<b>\$ 15,000.00</b>	<b>\$ 3,696.73</b>	<b>\$ 11,303.27</b>	<b>\$ -</b>

*Budget amendment requests must be submitted in writing to the City for approval by staff.*

ALL EXPENDITURES RELATED TO THIS CONTRACT MUST BE CONSISTENT WITH SIGNED AGREEMENT

**CERTIFICATION:** By my signature below I certify that to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Signed:

Norma Blackwell  
Norma Blackwell (Jan 24, 2024 13:37 CST)

Signature of Certifying Officer

Date

Phone Number: \_\_\_\_\_

**FOR STAFF USE:** CITY CONTRACT # \_\_\_\_\_

ORG	OBJECT

Amount Approved: \$ \_\_\_\_\_

PROJECT STRING: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
CDBG Project Manager

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
CDBG Program Manager or PADS Director / Assistant Director

CASA of Central Texas, Inc.

Salary Summaries

Position	Wages from Payroll Summary	Wages Not Included	Quarterly Wages	Salary Billed to SM HS Grant	Fringe@ 7.65%	Total
Program Director	\$23,124.52	\$865.85	\$22,258.67	\$ 1,250.00	95.63	1,345.63
Fund Development Assc. Mng	\$11,428.30	\$117.97	\$11,310.33	\$ 250.00	19.13	269.13
Recruitment & Training Director	\$18,770.17	\$544.22	\$18,225.95	\$ 750.00	57.38	807.38
CS#12 (EP)	\$13,026.25	\$372.05	\$12,654.20	\$ 500.00	24.62	524.62
CS#12 (AM)	\$10,095.54	\$0.00	\$10,095.54	\$ 750.00	-	750.00
<b>Totals</b>				<b>3,500.00</b>	<b>196.75</b>	<b>3,696.75</b>

October - December 2023

3,696.75

Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

**Clman, Danielle**

I Shiro Drive  
 Employee ID X20763 Hire 08-11-2021  
 Dept HHSC Grant  
 W/C TX8810 Review  
 FLSA Exempt Employee No  
 PayGrd Gender F  
 Salary \$1,624.15 Bi-We, DOB 02-12-1997

Tax Filing Info  
 TYPE Federal TX  
 STATUS MJ-0  
 ADD'L ACCOUNT NO #####4457  
 TRAN/ASA #####  
 CHK/SAV C  
 Bal.

		Deductions				Disbursements					
DE	AMOUNT	CURRENT	MTD	QTD	YTD	TYPE	VOUCHER NO	CHECK NO	CHK AMOUNT	DD	AMC
REGULAR PAY H	H\$ 9,156.38	451.00	190.00	451.00	1,700.00	CLIENT 4038	003396	10796091	0.00	0.00	1,24
		9,156.38	3,857.44	9,156.38	34,173.70	CLIENT 403(8) AF	003423	10877611	0.00	0.00	1,24
						CLIENT 4038 CATI	003512	10959042	0.00	0.00	1,26
HOLIDAY H	H\$ 32.00	32.00	24.00	32.00	104.00	CLIENT ROTH	003657	11034860	0.00	0.00	1,25
		649.68	487.26	649.68	2,089.13	CLIENT ROTH CTC	003741	11105989	0.00	0.00	1,26
TIME OFF H	H\$ 77.00	77.00	26.00	77.00	276.00	FEDERAL INCOME	003860	11188813	0.00	0.00	1,24
		1,563.29	527.86	1,563.29	5,536.91	FICA - MEDICARE	003890	11270519	0.00	0.00	1,32
						FICA - OASDI					
LEAGE (FED R H	H\$ 90.00	90.00	66.00	90.00	534.00	Total Deductions	2,636.96	1,130.11	2,636.96	9,675.61	
		58.95	43.23	58.95	349.78						
IDRAISING EX U	U\$ 1.00	1.00	1.00	1.00	1.00						
		47.63	47.63	47.63	47.63						
MPENSE REIMB U	U\$ 1.00	1.00	0.00	1.00	2.00						
		11.39	0.00	11.39	16.39						
VE REIMBURS U	U\$ 0.00	0.00	0.00	0.00	1.00						
		0.00	0.00	0.00	300.00						

Paid Time Off		Total PTO	
DESCRIPTION	CARRYFWD ACCRUED	0.00	0.00
		0.00	0.00

Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

Totals H	650.00	306.00	650.00	2,614.00
H\$	11,428.30	4,915.79	11,428.30	42,149.52
Totals U	2.00	1.00	2.00	4.00
U\$	59.02	47.63	59.02	364.02
Net Totals	8,850.36	3,833.31	8,850.36	32,837.93





**CASA OF CENTRAL TEXAS, INC.**

Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

Totals H	1,066.00	746.00	1,066.00	3,405.00
H\$	23,124.52	10,099.90	23,124.52	84,672.73
Totals U	2.00	2.00	2.00	2.00
U\$	534.42	534.42	534.42	534.42
<b>Net Totals</b>	<b>18,516.23</b>	<b>8,555.30</b>	<b>18,516.23</b>	<b>66,287.64</b>

**abney, April L**

015 O'Connor Rd	Employee ID	
	Dept	
1 Antonio, TX 78233	W/C	

TX

Title Casework Supervisor  
 Status Active  
 Type FT  
 EEO Administrative Support Workers  
 FLSA Exempt  
 PayGrid  
 Salary \$1,692.31 Bi-Wei  
 Employee No  
 Gender F  
 DOB 04-07-1994

arnings

OE CURRENT MTD QTD

REGULAR PAY H	477.50	192.00	477.50
H\$ 10,100.93	4,061.53	10,100.93	
HOLIDAY H	32.00	24.00	32.00
H\$ 676.92	507.69	676.92	

Time OFF H 50.50 24.00 50.50

H\$ 1,068.26 507.69 1,068.26

Totals H 560.00 240.00 560.00

H\$ 11,846.11 5,076.91 11,846.11

Net Totals 10,095.54 4,343.75 10,095.54

Total Deductions 1,750.57 733.16 1,750.57 2,493.30



Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

Totals H	1,128.00	343.00	1,128.00	3,786.00
H\$	13,026.25	5,490.64	13,026.25	46,934.00
Totals U	0.00	0.00	0.00	2.00
U\$	0.00	0.00	0.00	132.75
Net Totals	9,373.69	4,180.93	9,373.69	34,244.11



Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

H\$	59,425.18	25,583.24	59,425.18	191,525.43
Totals U	4.00	3.00	4.00	8.00
U\$	593.44	582.05	593.44	1,031.19
Net Totals	46,835.82	20,913.29	46,835.82	148,645.56

Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

**eman, Layla**

15 W Gramercy PI	Employee ID 116718	Hire 10-25-2011	Direct Deposit	Account No	CHK/SAV
N ANTONIO, TX 78201	Dept VOCA GRANT	Term	ACCOUNT NO	#####9314	#####
Director of Engagement	W/C TX8810	Review	ADD'L	STATUS	TRAN/ABA
Active	FLSA Exempt	Employee No	Federal	MJ:0	#####
FT	PayGrd	Gender F	TX		
EEO Professionals	Salary \$2,692.31 Bi-Wei	DOB 07-29-1983			

Earnings	Deductions				Disbursements							
	CURRENT	MTD	QTD	YTD	TYPE	YTD	QTD	YTD	VOUCHER NO	CHECK NO	CHK AMOUNT	DD AMC
REGULAR PAY H	474.00	202.00	474.00	1,823.00	ACCIDENT	0.00	0.00	111.12	003385	10796087	0.00	2.02
H\$ 15,468.11	15,468.11	6,798.11	15,468.11	57,884.50	CLIENT 403B	0.00	0.00	0.00	003412	10877607	0.00	1.96
HOLIDAY H	32.00	24.00	32.00	104.00	CLIENT 403(B) AF	0.00	0.00	0.00	003500	10959038	0.00	1.96
H\$ 1,062.69	1,062.69	807.69	1,062.69	3,322.69	CLIENT 403B CATC	0.00	0.00	0.00	003645	11034856	0.00	2.10
ID TIME OFF H	54.00	14.00	54.00	153.00	CLIENT 403B LOAR	952.28	408.12	952.28	003730	11105985	0.00	2.32
H\$ 1,746.15	1,746.15	471.15	1,746.15	4,849.90	CRITICAL ILLNES	0.00	0.00	82.20	003848	11188809	0.00	2.10
LEAVE (FED R H)	753.00	536.00	753.00	2,457.00	CLIENT ROTH	913.86	403.86	913.86	003878	11270515	0.00	2.11
H\$ 493.22	493.22	351.08	493.22	1,609.37	CLIENT ROTH CTC	0.00	0.00	0.00				
IDRAISING EX U	1.00	0.00	1.00	2.00	DISCOVERY FSA IV	0.00	0.00	240.72				
U\$ 51.00	51.00	0.00	51.00	69.80	LIFE AFTER TAX	3.78	1.26	7.56				
PENSE REIMB U	0.00	0.00	0.00	6.00	MEDICAL AFTER T,	30.00	10.00	120.00				
U\$ 0.00	0.00	0.00	0.00	913.34	BCBSMP MED SEC	58.49	15.76	196.37				
Totals H	1,313.00	776.00	1,313.00	4,537.00	GUARD MP VISIO	38.00	19.00	38.00				
H\$ 18,770.17	18,770.17	8,428.03	18,770.17	67,666.46	FEDERAL INCOME	839.09	414.73	2,688.56				
					FICA - MEDICARE	263.62	116.61	950.94				
					FICA - OASDI	1,127.18	498.61	4,066.08				
					Total Deductions	4,226.30	1,887.95	15,341.45				
					Total PTO	0.00	0.00	0.00				



Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

Totals U	1.00	0.00	1.00	8.00
U\$	51.00	0.00	51.00	983.14
<b>Net Totals</b>	<b>14,594.87</b>	<b>6,540.08</b>	<b>14,594.87</b>	<b>53,308.15</b>

Pay Dates from 10/01/2023 to 12/31/2023 - Sorted by Department by Employee Name

**als for Department : VOCA - VOCA GRANT**

Earnings		Deductions					Paid Time Off						
EI	CURRENT	MTD	QTD	YTD	TYPE	CURRENT	MTD	QTD	YTD	DESCRIPTION	CARRYFWD ACCRUED	USED	BAU
REGULAR PAY H	474.00	202.00	474.00	1,823.00	ACCIDENT	0.00	0.00	0.00	111.12	Total PTO	0.00	0.00	0.00
H\$	15,468.11	6,798.11	15,468.11	57,884.50	CLIENT 403B	0.00	0.00	0.00	0.00				
					CLIENT 403(B) AF	0.00	0.00	0.00	0.00				
HOLIDAY H	32.00	24.00	32.00	104.00	CLIENT 403B CATI	0.00	0.00	0.00	0.00				
H\$	1,062.69	807.69	1,062.69	3,322.69	CLIENT 403B LOAR	952.28	408.12	952.28	3,537.04				
					CRITICAL ILLNES	0.00	0.00	0.00	82.20				
AD TIME OFF H	54.00	14.00	54.00	153.00	CLIENT ROTH	913.86	403.86	913.86	3,302.86				
H\$	1,746.15	471.15	1,746.15	4,849.90	CLIENT ROTH CTC	0.00	0.00	0.00	0.00				
					DISCOVERY FSA IV	0.00	0.00	0.00	240.72				
LEAGE (FED R H	753.00	536.00	753.00	2,457.00	LIFE AFTER TAX	3.78	1.26	3.78	7.56				
H\$	493.22	351.08	493.22	1,609.37	MEDICAL AFTER T.	30.00	10.00	30.00	120.00				
					BCBSMP MED SEC	58.49	15.76	58.49	196.37				
IDRAISING EX U	1.00	0.00	1.00	2.00	GUARD MP VISIOI	38.00	19.00	38.00	38.00				
U\$	51.00	0.00	51.00	69.80	FEDERAL INCOME	839.09	414.73	839.09	2,688.56				
					FICA- MEDICARE	263.62	116.61	263.62	950.94				
PENSE REIMB U	0.00	0.00	0.00	6.00	FICA- OASDI	1,127.18	498.61	1,127.18	4,066.08				
U\$	0.00	0.00	0.00	913.34									
Totals H	1,313.00	776.00	1,313.00	4,537.00	Total Deductions	4,226.30	1,887.95	4,226.30	15,341.45				
H\$	18,770.17	8,428.03	18,770.17	67,666.46									
Totals U	1.00	0.00	1.00	8.00									
U\$	51.00	0.00	51.00	983.14									
Net Totals	14,594.87	6,540.08	14,594.87	53,308.15									

**PAID TIME OFF FOR ALL EMPLOYEES**

Earnings		Deductions										Paid Time Off		
DEBIT	CREDIT	MTD	QTD	YTD	TYPE	CURRENT	MTD	QTD	YTD	DESCRIPTION	CARRYFWD	ACCRUED	USED	BAL
<	REGULAR PAY H	2,352.50	2,352.50	7,895.50	ACCIDENT	0.00	0.00	0.00	111.12					
H\$		64,846.64	64,846.64	220,609.76	CLIENT 403B	0.00	0.00	0.00	0.00	Total PTO	0.00	0.00	0.00	0.00
	HOLIDAY H	160.00	160.00	475.00	CLIENT 403(B) AF	0.00	0.00	0.00	0.00					
H\$		4,414.85	4,414.85	13,493.10	CLIENT 403B CATI	0.00	0.00	0.00	0.00					
	TIME OFF H	287.50	287.50	744.50	CLIENT 403B LOAF	952.28	408.12	952.28	3,537.04					
H\$		7,678.21	7,678.21	19,620.19	CRITICAL ILLNES	0.00	0.00	0.00	82.20					
	LEAVE (FED R H)	1,917.00	1,917.00	6,022.00	CLIENT ROTH	1,823.42	793.66	1,823.42	6,646.83					
H\$		1,255.65	1,255.65	3,944.48	CLIENT ROTH CTC	0.00	0.00	0.00	0.00					
	SAC TX \$0.0 H	0.00	0.00	0.00	GUARD MP DEN SE	657.00	219.00	657.00	1,707.00					
H\$		0.00	0.00	0.00	DISCOVERY FSA M	0.00	0.00	0.00	240.72					
	VEATHER DAY H	0.00	0.00	0.00	LIFE AFTER TAX	117.18	39.06	117.18	461.16					
H\$		0.00	0.00	0.00	MEDICAL AFTER T,	90.00	30.00	90.00	210.00					
	JURY DUTY H	0.00	0.00	29.00	BCSMP MED SEC	3,919.25	1,302.68	3,919.25	14,107.49					
H\$		0.00	0.00	1,180.36	GUARD MP VISim	188.00	69.00	188.00	584.00					
	EREAVEMENT H	0.00	0.00	16.00	FEDERAL INCOME	4,140.56	1,858.96	4,140.56	13,311.44					
H\$		0.00	0.00	344.00	FICA - MEDICARE	1,046.55	458.60	1,046.55	3,459.82					
	ICATION NON- U	0.00	0.00	0.00	FICA - OASDI	4,474.86	1,960.87	4,474.86	14,793.69					
U\$		0.00	0.00	0.00	Total Deductions	17,409.10	7,139.95	17,409.10	59,252.51					
	IDRAISING EX U	3.00	3.00	4.00										
U\$		498.55	447.55	517.35										
	ENSE REIMB U	1.00	1.00	9.00										
U\$														

U\$	11.39	0.00	11.39	1,031.41
L REIMBURSE U	1.00	1.00	1.00	2.00
U\$	134.50	134.50	134.50	165.57
U\$	0.00	0.00	0.00	1.00
U\$	0.00	0.00	0.00	300.00
Totals H	4,717.00	2,411.00	4,717.00	15,182.00
H\$	78,195.35	34,011.27	78,195.35	259,191.89
Totals U	5.00	3.00	5.00	16.00
U\$	644.44	582.05	644.44	2,014.33
Net Totals	61,430.69	27,453.37	61,430.69	201,953.71

I Employee Count : 5

## CASA of Central Texas

### Agency Budget

<b>INCOME BUDGET</b>	<b>2024-25</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2025-26</b>
Government Grants:		<b>Hays County</b>		<b>Hays County</b>
Federal	424,634.00	195,333.00	437,373.00	201,194.00
State	361,081.00	166,097.00	371,913.00	171,080.00
County	74,500.00	34,270.00	76,735.00	35,298.00
City	60,000.00	27,600.00	61,800.00	28,428.00
United Way	38,700.00	17,802.00	39,861.00	18,336.00
Individual Donations	174,000.00	80,040.00	179,220.00	82,441.00
Board Member Contributions	20,000.00	9,200.00	20,600.00	9,476.00
Church & Civic Donations	61,000.00	28,060.00	62,830.00	28,902.00
Corporate Donations	75,000.00	34,500.00	77,250.00	35,535.00
Foundation	566,046.00	260,381.00	583,027.00	268,192.00
Fundraising	518,000.00	238,280.00	533,540.00	245,428.00
Interest Income	5,000.00	2,300.00	5,150.00	2,369.00
<b>TOTAL INCOME</b>	<b>2,377,961.00</b>	<b>1,093,863.00</b>	<b>2,449,299.00</b>	<b>1,126,679.00</b>

<b>EXPENSE BUDGET</b>	<b>2024-25</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2025-26</b>
		<b>Hays County</b>		<b>Hays County</b>
Salaries	1,525,835.00	701,884.00	1,571,611.00	722,943.00
Insurance Benefits	108,072.00	49,713.00	111,314.00	51,204.00
Payroll Taxes	116,726.00	53,694.00	120,228.00	55,305.00
Pension	76,292.00	35,094.00	78,581.00	36,147.00
Unemployment Taxes	20,000.00	9,200.00	20,600.00	9,476.00
Employee Recognition	9,500.00	4,370.00	9,785.00	4,501.00
Professional Services - Contractors	35,874.00	16,502.00	36,950.00	16,997.00
HR Outsourcing	34,469.00	15,856.00	35,503.00	16,331.00
Conferences/Education	6,500.00	2,990.00	6,695.00	3,080.00
Travel - Employees	40,000.00	18,400.00	41,200.00	18,952.00
Travel - Advocates	10,500.00	4,830.00	10,815.00	4,975.00
Background Screenings	1,800.00	828.00	1,854.00	853.00
Equipment/Computer/Software	69,601.00	32,016.00	71,689.00	32,977.00
Equipment Rental	12,000.00	5,520.00	12,360.00	5,686.00
Credit Card & Other Fees	10,500.00	4,830.00	10,815.00	4,975.00
Office Supplies	10,902.00	5,015.00	11,229.00	5,165.00
Training Expenses	8,697.00	4,001.00	8,958.00	4,121.00
Special Needs for Children	18,000.00	8,280.00	18,540.00	8,528.00
Advocate Recognition	22,380.00	10,295.00	23,051.00	10,603.00
Audit	13,500.00	6,210.00	13,905.00	6,396.00
Recruitment & Outreach	11,632.00	5,351.00	11,981.00	5,511.00
Marketing/Advertising	26,375.00	12,133.00	27,166.00	12,496.00
Fundraising	64,210.00	29,537.00	66,136.00	30,423.00
Insurance				
Directors & Officers	3,300.00	1,518.00	3,399.00	1,564.00
Liability & Fidelity	24,768.00	11,393.00	25,511.00	11,735.00
Membership & Subscriptions	14,412.00	6,630.00	14,844.00	6,828.00
Telephone/Internet	24,416.00	11,231.00	25,148.00	11,568.00
Utilities	19,900.00	9,154.00	20,497.00	9,429.00
Building Maintenance	37,800.00	17,388.00	38,934.00	17,910.00
<b>TOTAL EXPENSE</b>	<b>2,377,961.00</b>	<b>1,093,863.00</b>	<b>2,449,299.00</b>	<b>1,126,679.00</b>

**Program Budget for SM - Human Services Proposed FY 2024-25**

	<b>Requested</b>
Casework Supervisor #2 (LL)	\$ 7,500.00
Casework Supervisor #4 (SD)	\$ 7,250.00
Casework Supervisor #5 (TJ)	\$ 2,000.00
Casework Supervisor #6 (KB)	\$ 1,000.00
Casework Supervisor #12 (EP)	\$ 2,500.00
Casework Supervisor #13 (SH)	\$ 2,500.00
Training Manager (BR)	\$ 2,500.00
Community Engagement Coordinator #2 (HB)	\$ 2,000.00
Fringe - 12.5%	\$ 3,400.00
Erosion & Drainage Control Work	\$ 3,365.00
Network, Security and Storage Server	\$ 5,000.00
Amplifier for Training Room Sound System & Install	\$ 1,750.00
Security Cameras and Installation	\$ 1,000.00
Conference Camera and Microphone/Speakers	\$ 600.00
<b>Total Program Budget</b>	<b>\$ 42,365.00</b>

## CASA of Central Texas, Inc. - Board of Directors 2024-2025

NAME ADDRESS	POSITION/ ELECTED
David Pfeifer Canyon Lake, TX 78133 Comal County	<b>President</b>
Frank Pereira San Marcos, TX 78666 Hays County	<b>1<sup>st</sup> Vice President</b>
David Junkin San Marcos, TX 78666 Hays County	<b>2<sup>nd</sup> Vice President</b>
Dena Rodriguez Canyon Lake, TX 78133 Comal County	<b>Treasurer</b>
Jennifer Martin-Rider New Braunfels, TX 78132 Comal County	<b>Secretary</b>
Hollis W. Burklund San Marcos, TX 78666 Hays County	Past President
Freddy Aird New Braunfels, TX 78132 Comal County	Board Member
James Rothfelder New Braunfels, TX 787130 Comal County	Board Member
John Hardy San Marcos, TX 78666 Hays County	Board Member
Beth Hittle New Braunfels Comal County	Board Member
Karla Riley Blanco, TX 78606 Comal County	Board Member

Our Board of Directors is currently comprised of 11 outstanding civic and community leaders who serve a three-year term and meet monthly; last year, they met 11 times, with 88% attendance. There is 92% board financial participation with \$9,815 donated during the last fiscal year. Board members are recruited by other board members, or they are people in the community that have requested consideration to become a board member. The process begins by completing an application, submitting a resume and biography, and completing background checks. The materials are reviewed by the board and voted upon. A prospective member holds a role on the Advisory Council for 6-12 months before being considered to move onto the Board of Directors.

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2022

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.

Open to Public Inspection

Go to www.irs.gov/Form990 for instructions and the latest information.

A For the 2022 calendar year, or tax year beginning Jul 1, 2022, and ending Jun 30, 2023

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C Name of organization CASA of Central Texas, Inc. D Employer identification number 74-2403373. E Telephone number (830) 626-2272. G Gross receipts \$2,598,460. H(a) Is this a group return for subordinates? Yes No. H(b) Are all subordinates included? Yes No. I Tax-exempt status: 501(c)(3). J Website: www.casacentex.org. K Form of organization: Corporation. L Year of formation: 1985. M State of legal domicile: TX.

Part I Summary

Table with 3 columns: Line number, Description, and Amount. Rows include: 1 Briefly describe the organization's mission or most significant activities: Advocates for children. 2-7a Summary statistics. 8-12 Revenue (Total revenue: 2,598,460). 13-19 Expenses (Total expenses: 2,474,991). 20-22 Net Assets or Fund Balances (Total net assets: 3,651,774).

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here: Signature of officer: Norma Blackwell, Chief Executive Officer. Date: 02/20/2023.

Paid Preparer Use Only: Print/Type preparer's name: Linda T Gonzalez. Preparer's signature: Linda T Gonzalez. Date: 02/22/2024. Check self-employed: Yes. PTIN: P01065920.

May the IRS discuss this return with the preparer shown above? See instructions. Yes No



**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:

Advocates for children

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No

If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No

If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: ) (Expenses \$ 1,992,099. including grants of \$ 0. ) (Revenue \$ 0. )

Advocates for children in criminal and civil court proceedings, be an independent voice in children's fights, aid in case preparations, educate public about child abuse. Advocates donate time, auto mileage and supplies-valued at \$281,377.

**4b** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4c** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4d** Other program services (Describe on Schedule O.)  
(Expenses \$ including grants of \$ ) (Revenue \$ )

**4e** Total program service expenses 1,992,099.

## **Section 1: Overview of Employment Practices**

### **1.1 Employment Status**

Employment with CASA of Central Texas is at-will. This means that the employment relationship can be terminated by either the employee or CASA at any time, with or without notice and with or without cause. Neither CASA nor the employee needs a reason to terminate the employment relationship.

### **1.2 Equal Employment Opportunity**

#### **Equal Employment Opportunity**

CASA is committed to providing equal employment opportunities to all employees and applicants regardless of gender, pregnancy (including childbirth or related medical conditions), sexual orientation, gender identity, age, race, national origin, religion, color, veteran status, disability, genetic information, or any other category protected by federal, state, or local law. Equal opportunity extends to all aspects of the employment relationship, including hiring, transfers, promotions, training, separations, working conditions, compensation, benefits, and other terms and conditions of employment. All employees are responsible for creating and maintaining a work environment that is free of discrimination.

CASA will provide a reasonable accommodation for the observance of genuinely held religious beliefs and practices if doing so does not place a hardship on CASA. CASA will also provide reasonable accommodations to all qualified applicants or employees with a disability, provided that the employee can safely perform the essential functions of their position with or without a reasonable accommodation and the requested accommodation does not impose an undue hardship on CASA. Employees who believe that they may need an accommodation should consult with the Executive Director or the ED's designee.

#### **Complaint Procedure**

Any employee who feels that they have been discriminated against in violation of this Equal Employment Opportunity Policy should immediately report the alleged discrimination to their supervisor or another member of management with whom the employee is comfortable. If unsatisfied with the response to their complaint after using any of the avenues listed above, or if uncomfortable with using any of those avenues, the employee **must** report the conduct to the Executive Director and/or the Program Director. Any reported violations of this policy will be taken seriously and promptly investigated. Further, any such reports will be handled as confidentially as possible while also enabling CASA to conduct a thorough investigation. Further, CASA prohibits retaliation against employees due to complaints of, or participation in an investigation of, alleged discrimination. Any employee who feels that retaliation has occurred should immediately report the alleged retaliation using the complaint procedure described in this policy. Anyone found to have violated this Equal Employment Opportunity Policy will be subject to disciplinary action, up to and including immediate termination of employment.

CASA OF CENTRAL TEXAS, INC.

FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED JUNE 30, 2022

CASA OF CENTRAL TEXAS, INC.

Table of Contents

Independent Auditor's Report	1-3
Financial Statements	
Statement of Financial Position	4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	8-13
Schedule of CVC/OAG Funds	14
Schedule of VOCA Funds	15
Schedule of OVAG Funds	16
Schedule of COSM-CDBG/CONB-CDBG Funds	17



## Independent Auditor's Report

To the Board of Directors of  
CASA of Central Texas, Inc.

### **Opinion**

I have audited the accompanying financial statements of CASA of Central Texas, Inc., (not-for-profit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of CASA of Central Texas, Inc. as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinion**

I conducted the audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of the report. I am required to be independent of CASA of Central Texas, Inc. and to meet other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about CASA of Central Texas, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of CASA of Central Texas, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about CASA of Central Texas, Inc.'s ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

## **Report on Supplementary Information**

The audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on pages 14-17 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Linda Janyga Garza*, CPA

San Marcos, Texas  
December 12, 2022

CASA OF CENTRAL TEXAS, INC.  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2022

Assets	
Current assets	
Cash and cash equivalents	\$ 643,859
Receivables	464,203
Prepays	<u>12,805</u>
Total current assets	<u>1,120,867</u>
Investment	65,588
Property and equipment net of accumulated depreciation	<u>2,683,586</u>
Total assets	<u>\$ 3,870,041</u>
Liabilities and net assets	
Current liabilities	
Accruals	<u>\$ 2,738</u>
Total current liabilities	<u>2,738</u>
Note payables	
Construction loan	<u>338,998</u>
Total liabilities	<u>341,736</u>
Net assets	
Without donor restrictions	3,462,717
With donor restrictions	<u>65,588</u>
Total net assets	<u>3,528,305</u>
Total liabilities and net assets	<u>\$ 3,870,041</u>

The accompanying notes are an integral part of these financial statements.



CASA OF CENTRAL TEXAS, INC.  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenue			
Grants	\$ 152,717	\$ 1,028,475	\$ 1,181,192
Contributions	858,893	105,341	964,234
In-kind donations	238,712	-	238,712
Fundraising	274,405	-	274,405
Other income	1,945	-	1,945
Interest income	512	3,602	4,114
Unrealized (loss)	(11,089)	-	(11,089)
Total support and revenue	<u>1,516,095</u>	<u>1,137,418</u>	<u>2,653,513</u>
Satisfaction of donor restrictions	<u>1,186,124</u>	<u>(1,186,124)</u>	<u>-</u>
Total support and revenue	<u>2,702,219</u>	<u>(48,706)</u>	<u>2,653,513</u>
 Expenses			 2,653,513
Program services	1,782,747	-	1,782,747
Supporting services			
Management and general	185,230	-	185,230
Fundraising	213,339	-	213,339
Total expenses	<u>2,181,316</u>	<u>-</u>	<u>2,181,316</u>
 Change in net assets	 520,903	 (48,706)	 472,197
Net assets at beginning of year	2,941,814	114,294	3,056,108
Net assets at end of year	<u>\$ 3,462,717</u>	<u>\$ 65,588</u>	<u>\$ 3,528,305</u>

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Supporting Services</u>			Total	Total Expenses
	Program	Management and General	Fundraising	Supporting Services	
Payroll expenses	\$ 1,113,159	\$ 118,828	\$ 114,428	\$ 233,256	\$ 1,346,415
Health insurance	45,835	4,893	4,712	9,605	55,440
Pension	43,231	4,615	4,444	9,059	52,290
In-kind expenses	197,357	21,068	20,287	41,355	238,712
Program expenses	7,195	-	-	-	7,195
Travel	21,767	1,051	-	1,051	22,818
Contract services	65,924	7,037	6,777	13,814	79,738
Depreciation expense	91,337	9,547	9,193	18,740	110,077
Fundraising	-	-	36,894	36,894	36,894
Equipment	9,782	1,044	1,006	2,050	11,832
Conferences and training	8,243	949	-	949	9,192
Building and facilities expense	59,600	6,362	6,126	12,488	72,088
Interest expense	20,558	2,194	2,113	4,307	24,865
Endowment mgmt fees	967	103	99	202	1,169
Liability insurance	22,246	2,375	2,287	4,662	26,908
Advocate expenses	12,834	-	-	-	12,834
Office supplies	35,987	3,841	3,699	7,540	43,527
Recruitment	14,335	-	-	-	14,335
Memberships	12,390	1,323	1,274	2,597	14,987
	<u>\$ 1,782,747</u>	<u>\$ 185,230</u>	<u>\$ 213,339</u>	<u>\$ 398,569</u>	<u>\$ 2,181,316</u>

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2022

Cash flows from operating activities	
Change in net assets	\$ 472,197
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:	
Depreciation	110,077
Unrealized loss	11,089
Change in receivables	26,460
Change in prepaids	(5,580)
Change in liabilities	<u>(23,254)</u>
Net cash provided by operating activities	<u>590,989</u>
Cash flow from investing activities	
Reinvestment of investment income	(3,602)
Investment in capital assets	<u>(33,332)</u>
Net cash (used) by investing activities	<u>(36,934)</u>
Cash flow from financing activities	
Repayment construction loan	<u>(236,634)</u>
Net cash (used) by financing activities	<u>(236,634)</u>
Net change in cash and cash equivalents	317,421
Cash and cash equivalents, beginning of year	<u>326,438</u>
Cash and cash equivalents, end of year	<u>\$ 643,859</u>
Supplementary information	
Interest paid	\$ 24,865
Income taxes paid	\$ -

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

*Organization*

CASA of Central Texas, Inc. (CASA), a member of the National Court Appointed Special Advocate Association and Texas CASA, is a nonprofit corporation whose mission is to advocate for abused and neglected children in the court system by recruiting, training, and supporting community volunteers. CASA is funded by federal/state grants, fundraisers, community donations and volunteer hours from trained advocates.

*Basis of presentation*

The financial statements of CASA of Central Texas have been prepared in accordance with U.S. generally accepted accounting principles (U.S. GAAP), which require the organization to report information regarding its financial position and activities to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of CASA of Central Texas, Inc. management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donors' restrictions are temporary in nature; those restrictions will be met by actions of CASA of Central Texas, Inc. or by the passage of time or other events specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purposes for which the resource was restricted has been fulfilled, or both.

*Cash and cash equivalents*

For purposes of the statements of cash flows, the organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. As of June 30, 2022, the organization's cash and cash equivalents totaled \$643,859.

*Fair Value Measurements*

The organization reports its fair value measures using a three-level hierarchy that prioritizes the inputs used to measure fair value. The hierarchy, established by GAAP, requires that entities maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The three levels of inputs used to measure fair value are as follows:

Level 1 Inputs that are quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.

Level 2 Inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 Inputs that are unobservable for the asset or liability.

CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-Continued

The organization's current assets and liabilities are presented in the statement of financial position are Level 1. The organization has no Level 2 or Level 3 assets or liabilities. The carrying amounts reported in the statements of financial position approximate fair values because of the short maturities of those instruments.

*Revenue Recognition*

The organization recognizes contributions when cash, securities or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give, contributions with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met.

*Accounting for Contributions*

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

*Revenue and support*

The organization receives the majority of its revenues from federal, state, and local governmental grants, foundations and fundraising events.

*Expense Recognition and Allocation*

The costs of providing the services and other activities of the organization have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include payroll expenses and general operating expenses.

CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-Continued

*Use of Estimates*

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, the organization's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The organization's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

*Tax Status*

The organization is incorporated exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code (IRC), though it would be subject to tax on income unrelated to its exempt purposes. The tax year is still open to audit for both federal and state purposes.

*New Accounting Pronouncement*

In February 2016, the FASB issued ASU No. 2016-02, *Leases* (Topic 842), which requires lessees to recognize leases on the balance sheet and disclose key information about leasing arrangements. The new standard requires the lessee to recognize lease liability on the statement of financial position for leases greater than 12 months. Leases will be classified as finance or operating, with classification affecting the pattern and classification of the expense recognition in the statement of activities. The effective date for this standard has been delayed to annual reporting periods beginning after December 15, 2021.

NOTE B - RECEIVABLES

CASA of Central Texas, Inc.'s year end receivables include outstanding grant receivables, request for reimbursements, and outstanding pledge contributions. No allowance has been recorded, management believes receivables are collectible based on historical collections and grant/contract agreements.

CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE C - PROPERTY AND EQUIPMENT

CASA of Central Texas, Inc. capitalizes property and equipment over \$1,000. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Property and equipment are depreciated using the straight-line method over estimated useful lives ranging from 5 – 30 years. As of year-end, capital assets consisted of the following:

Land	\$ 159,900
Training center-SM	2,150,318
CASA office bldg.-NB	577,178
Furniture and equipment	<u>291,825</u>
Total property and equipment	<u>3,179,221</u>
Accumulated depreciation	<u>(495,635)</u>
Net property and equipment	<u>\$ 2,683,586</u>

Depreciation expense for the year totaled \$110,077.

NOTE D - INVESTMENTS

CASA of Central Texas’s investments consists of funds held in an endowment fund within New Braunfels Community Foundation, NBCF. The fund is held and invested by the NBCF for the benefit of CASA of Central Texas and is reported at fair value within the statements of financial position, with distributions and changes in fair value recognized within the statement of activities. As of June 30, 2022, the endowment funds held within New Braunfels Community Foundation was as follows:

	<u>NBCF</u>
Endowment funds	<u>\$ 65,588</u>
Interest and dividends	3,602
Unrealized (loss)	<u>(11,089)</u>
Total investment loss	<u>(7,487)</u>
Less fees and fund expenses	<u>1,169</u>
Net investment loss	<u>\$ (8,656)</u>

Investments were measured at fair value using the market approach and inputs were considered to be level 1 under the fair value hierarchy. Net investment gain consisted of the following during the year ended June 30, 2022.

CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE E - CONSTRUCTION LOAN

On July 25, 2019, CASA of Central Texas secured a real estate lien note to finance the construction of CASA of Central Texas's training center located in San Marcos, Texas. The real estate lien note is secured by a loan agreement between CASA of Central Texas and Prosperity Bank through a construction loan agreement between CASA of Central Texas, Prosperity Bank and Woolsey Commercial, LLC. In December 2021, the construction loan was refinanced with a new loan amount of \$555,622 with an annual interest rate of 3.95% maturing on November 25, 2036. As of year-end, the outstanding loan balance totaled \$338,998. After year end, the outstanding loan balance was paid. See Note K Subsequent Events.

NOTE F - LEASES

CASA of Central Texas has an operating lease agreement for copier rental at monthly payments of \$942. Total lease payments for fiscal year 2022 totaled \$11,304.

NOTE G - IN KIND DONATIONS

Community volunteer advocates donate time and mileage in their work as court appointed advocates. For the year ended June 30, 2022, recorded value of in-kind donations included the following:

Volunteer hours	\$ 183,888
Mileage	7,468
Donations (goods and services)	<u>47,356</u>
	<u>\$ 238,712</u>

NOTE H - PENSION PLAN

CASA of Central Texas participates in a pension plan that is available to all employees after their initial 90-day training period. CASA contributes 5% of gross wages each pay period to the plan and employees can contribute through payroll deductions. CASA's contributions for the year ended June 30, 2022, totaled \$52,290.

NOTE I - DONOR RESTRICTED NET ASSETS

As of June 30, 2022, donor restricted net assets consisted of \$65,588 NBACF Endowment fund.

In December 2014, the organization entered into an agreement with the New Braunfels Area Community Foundation, the Foundation, to establish a quasi-endowment to be used for charitable purposes. The Foundation will hold and administer the endowment funds.



CASA OF CENTRAL TEXAS, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2022

NOTE J - LIQUIDITY AND AVAILABILITY OF FINANCIAL RESOURCES

The following reflects CASA of Central Texas, Inc.'s financial assets as of the financial position date, reduced by amounts not available for general use due to donor-stipulated restrictions.

	<u>2022</u>
Cash and cash equivalents	\$ 643,859
Receivables	464,203
Investments	<u>65,588</u>
Total financial assets	<u>1,173,650</u>
Less	
Donor restrictions	<u>65,588</u>
Financial assets available to meet cash needs for expenditures within one year	<u>\$ 1,108,062</u>

CASA of Central Texas, Inc.'s primary sources of cash flows during the year are from governmental reimbursement grants and general contributions. These revenue sources provide a consistent inflow of cash throughout the year.

NOTE K - SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 12, 2022, which is the date the financial statements were available to be issued.

On November 23, 2022, CASA of Central Texas paid off the remaining balance of its construction loan.

CASA OF CENTRAL TEXAS, INC.  
SCHEDULE OF CVC/OAG FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2021</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2022</u>
CVC					
CVC-2021-70	192,807	20,463	60,449	39,986	-
CVC-2022-70	<u>284,274</u>	<u>-</u>	<u>180,166</u>	<u>230,264</u>	<u>50,098</u>
Totals		<u>\$ 20,463</u>	<u>\$ 240,615</u>	<u>\$ 270,250</u>	<u>\$ 50,098</u>

CASA OF CENTRAL TEXAS, INC.  
SCHEDULE OF VOCA FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2021</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2022</u>
VOCA					
2020/2021 Programs	379,829	31,489	125,953	94,464	-
2021/2022 Programs	<u>337,160</u>	<u>-</u>	<u>199,766</u>	<u>270,869</u>	<u>71,103</u>
Totals		<u>\$ 31,489</u>	<u>\$ 325,719</u>	<u>\$ 365,333</u>	<u>\$ 71,103</u>

CASA OF CENTRAL TEXAS, INC.  
 SCHEDULE OF OVAG FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2022

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2021</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2022</u>
2020/2021 Programs					
OVAG 2107811	42,000	3,501	10,496	6,995	-
2021/2022 Programs					
OVAG 2215580	45,000	-	33,595	37,452	3,857
Totals		<u>\$ 3,501</u>	<u>\$ 44,091</u>	<u>\$ 44,447</u>	<u>\$ 3,857</u>

CASA OF CENTRAL TEXAS, INC.  
SCHEDULE OF CDBG FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2021</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2022</u>
City of San Marcos-CDBG 2021/2022	60,000	-	30,910	44,532	13,622
City of New Braunfels-CDBG 2021/2022	12,000	-	9,184	9,184	-
Totals		<u>\$ -</u>	<u>\$ 40,094</u>	<u>\$ 53,716</u>	<u>\$ 13,622</u>

# Standards for Local CASA/GAL Programs-2020

PROGRAMS STRUCTURED AS NONPROFITS



**CASA GAL**

Court Appointed Special Advocates  
Guardians ad Litem

**FOR CHILDREN**

**OJJDP**

This project was supported by Award  
2018-CH-BX-K001 awarded by the Office of  
Juvenile Justice and Delinquency Prevention  
at the U.S. Department of Justice

**NATIONAL CASA/GAL ASSOCIATION**

# Standards at a Glance

## STANDARD1

### Core Model and Mission

Adheres to the National CASA/GAL Association for Children's Core Model of providing screened, trained and qualified community court appointed volunteers to advocate for the best interests of children and youth who are before the court as a result of abuse or neglect as defined by the state child welfare laws, living at home or in out-of-home care, as well as operates in alignment with the mission. CASA/GAL volunteers advocate for children from birth through the age defined by the state statute as the limit to youth remaining in care.

## STANDARD2

### Guiding Principles

Provides best-interest advocacy for children as reflected in these guiding principles which recognize the importance of family preservation and reunification, equity, diversity, inclusion and collaboration.

## STANDARD 3

### Diversity, Equity and Inclusion

Commits to diversity, equity and inclusion and demonstrates these qualities in its own operations, governance, management and quality advocacy for children.

## STANDARD4

### Ethical Conduct and Confidentiality

Upholds the credibility, integrity, dignity and reliability of CASA/GAL advocacy by conducting all interactions in an honest, fair, respectful and compassionate manner. The program incorporates policies and practices to avoid conflicts of interest and preserve confidentiality.

## STANDARDS

### Governance and Administration

Oversees and ensures compliance with applicable laws, regulations, fiduciary obligations, written agreements, standards and financial sustainability of the program.

## STANDARD6

### Management and Funding

Demonstrates mission oriented leadership in operations management and is a responsible steward of all resources in order to maximize advocacy for children who are eligible for and in need of a CASA/GAL volunteer.

## STANDARD?

### Human Resources

Follows written policies for recruiting, screening, training, supervising, evaluating and developing staff from diverse backgrounds in an equitable and inclusive environment that advances the CASA/GAL mission.

## STANDARD 8

### Volunteer Administration

Follows written policies for recruiting, screening, training, supporting, supervising, recognizing and retaining volunteers to fulfill the role and duties of court appointed special advocates/guardians ad litem, in accordance with applicable laws, rules, regulations and standards.

## STANDARD 9

### Public Education and Engagement

Communicates and actively engages with stakeholders and the general public to provide information and build support for the CASA/GAL mission, and the needs of children who have experienced abuse or neglect.

## STANDARD10

### Data and Records

Compiles, maintains, manages and reports quality data and information in accordance with applicable laws, policies and/or standards. The program maintains complete, accurate and **current** records and volunteer files.

## STANDARD11

### Network and Membership

Maintains membership with National CASA/GAL Association and is a member or an affiliate of the state CASA/GAL organization (if one exists) and meets the standards, requirements and policies of both.

# STANDARDS FOR LOCAL CASA/GAL PROGRAMS

OCTOBER 2017 EDITION



STRENGTHENING THE VOICES OF CASA STATEWIDE



## TABLE OF CONTENTS

Standards at a Glance	4
Standard 1: Program Mission & Purpose	3
Standard 2: Ethical Conduct	6
Standard 3: Inclusiveness & Diversity	9
Standard 4: Disproportionality	10
Standard 5: Program Governance	11
Standard 6: Human Resources Management	18
Standard 7= Volunteer Management'	30
Standard 8: Public Relations	42
Standard 9: Planning & Evaluation	43
Standard 10: Financial, Facility & Risk Management.	46
Standard 11: Record <b>Keepino</b>	52
Standard 12: National Affiliation.	55
Standard 13: State Affiliation	56
Standard 14: Program Development, Implementation & Expansion	57

July 26, 2024

Human Services Advisory Board  
City of San Marcos  
San Marcos, Texas  
RE: Human Service Funding

Human Services Board:

I ask that the City of San Marcos supports CASA of Central Texas's request for Human Services Funding. Court Appointed Special Advocates provide essential caring and stable services to the children who are in protective care after being removed from their homes because of abuse or neglect. CASA advocates are trained to look at all aspects of a child's life and to seek the best outcome for the child, prioritizing safety and permanence.

I became involved with CASA as a volunteer advocate shortly after I moved back to Texas in 2021. The news stories of children suffering and hurting because there were not enough people standing up for them broke my heart. I chose to stand up. Please consider the benefits of CASA to our community and help CASA stand up by providing funding for training additional volunteer advocates to stand up for our children who shouldn't have to stand alone.

Thank you for your compassionate consideration of my request.

Sincerely,

Cheryl Gillmore  
CASA volunteer advocate  
2021-2024

# J. Lynn Watson

206 Alta Vista Drive  
San Marcos, TX 78666

July 26, 2024

Human Services Advisory Board  
City of San Marcos  
630 E. Hopkins  
San Marcos, TX 78666

Re: Grant Application - CASA of Central Texas

To Whom It May Concern:

Please consider this letter in support of the application for funding submitted by CASA of Central Texas.

Throughout my seven years of service as a volunteer advocate for children displaced from their homes due to neglect or abuse, I have seen firsthand the important role that CASA of Central Texas plays in the lives of children in need. The children of our community deserve to be heard by and represented in the court system. CASA of Central Texas trains and supports volunteers from our own community to serve these children. Unfortunately, although the number of volunteer advocates has steadily increased during my time with CASA, we are not enough: as our community grows, so does the need for children's services, and there are not enough CASA volunteers to serve all of the children in need. More resources are needed to ensure that CASA of Central Texas continues to recruit and train new volunteers to meet the increasing need for advocacy for these children.

I hope we can count on the City of San Marcos to support this valuable resource for the children of our community.

Sincerely,

A handwritten signature in cursive script that reads "Lynn Watson".

J. Lynn Watson

Date: 7-28-2024

Dear City of San Marcos Human Services Advisory Board,

I hope this message finds you well. As a fellow resident of our vibrant San Marcos community and the Vice President of the Court Appointed Special Advocates of Central Texas board, I've seen firsthand the transformative impact that CASA of Central Texas has on the lives of some of our communities most vulnerable children in Hays County.

This year, as we approach our 2024-25 COSM Human Services funding request, we continue to face a pressing need to recruit and train more volunteers. These selfless individuals are crucial in providing a voice for children in the foster care system, ensuring they have the support and advocacy they need during the most challenging times of their young lives.

I'm reaching out to you, a resident of our great city, to ask for your support and consideration of this applications funding request. Your support is more than just a financial gift; it's a pledge to stand with us in our mission.

Will you join us in making a difference in a child's life? Your award will directly support our efforts to bring hope and stability to children who need it most. As someone who has served on the board for years, I can assure you that every act of generosity fuels our shared vision for a better community.

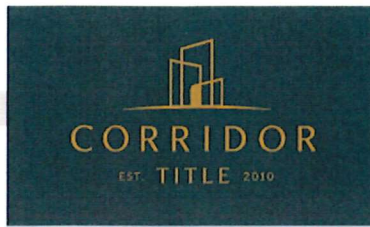
Thank with heartfelt gratitude,



Frank Pereira

CASA Board Vice President

2721 Leslie Lane, San Marcos, Tx, 78666



July 24, 2024

Human Services Advisory Board  
City of San Marcos  
San Marcos, Texas

Dear Honorable Members of the City of San Marcos Human Services Board:

I am writing to respectfully and wholeheartedly support the request by CASA of Central Texas for Human Services Funding. The goal of Court Appointed Special Advocates, or CASA, is to achieve safety and permanence for the children to whom they are assigned; with their biological family or by being adopted by a loving family. This requested funding is critical to CASA's ability to conduct their purposeful work, providing essential services and support to the children removed from their homes because of abuse or neglect.

I have been involved with CASA since 2003, when I was afforded the opportunity to begin serving Hays, Caldwell and Blanco Counties in the Texas Legislature. My collaboration with CASA increased as I chaired the Human Services Committee in the Texas House of Representatives from 2007-2010, and my respect for the critical importance of the program has only increased since that time. After founding Corridor Title in 2010, my colleagues and I have closely partnered with CASA in a number of ways. And this partnership has provided me a unique and clear-eyed perspective on the finite nature of public and private resources, as well as the critical nature of their work. I wish to make two, brief points in support of CASA's grant request.

First, CASA's work is critically important. Data clearly suggests that better outcomes are enjoyed by children fortunate enough to receive a CASA --- helping them navigate the challenges of foster and adoptive care, and ultimately leading to a safe, stable and loving home environment. That success manifests in better educational, economic and life outcomes. In 2023, with 76 active volunteers in Hays County (29 in San Marcos) serving as Guardians ad Litem, CASA served 228 Hays County (95 San Marcos) children. With the rapid growing population in San Marcos and Hays County, CASA of Central Texas hopes to serve even more children and find permanency for them.

Second, CASA of Central Texas has proved to be an extremely effective steward of public dollars. They carefully manage a Board-approved budget, while maintaining a laser-like focus on prioritizing their expenses in support of training and supporting more CASA volunteers, thereby amplifying their ability to advocate for the children of our community. Financial accountability is an important guiding principle of the organization, and one of the reasons I so appreciate the capable execution of their purposeful work.

Thank you very much for your service to our City, as well as your compassionate consideration of my request.

Respectfully,

Patrick M. Rose  
730 Belvin Street  
San Marcos, Texas 78666

**Austin**  
1608 W. 5<sup>th</sup> St., Ste. 300  
Austin, TX 78703

**Dripping Springs**  
171 Benney Ln., Building 1  
Dripping Springs, TX 78620

**Georgetown**  
113 W. 9<sup>th</sup> St.  
Georgetown, TX 78626

**Houston**  
10720 Sam Houston Pkwy., Ste. 150  
Houston, TX 77064

**Lockhart**  
300 Commerce St., Ste. C  
Lockhart, TX 78644

**New Braunfels**  
410 W. San Antonio St., Ste. 100  
New Braunfels, TX 78130

**San Marcos**  
133 W. San Antonio St., Ste. 100  
San Marcos, TX 78666







# City Of San Marcos-Human Services grant application; for your review and approval

Final Audit Report

2024-07-29

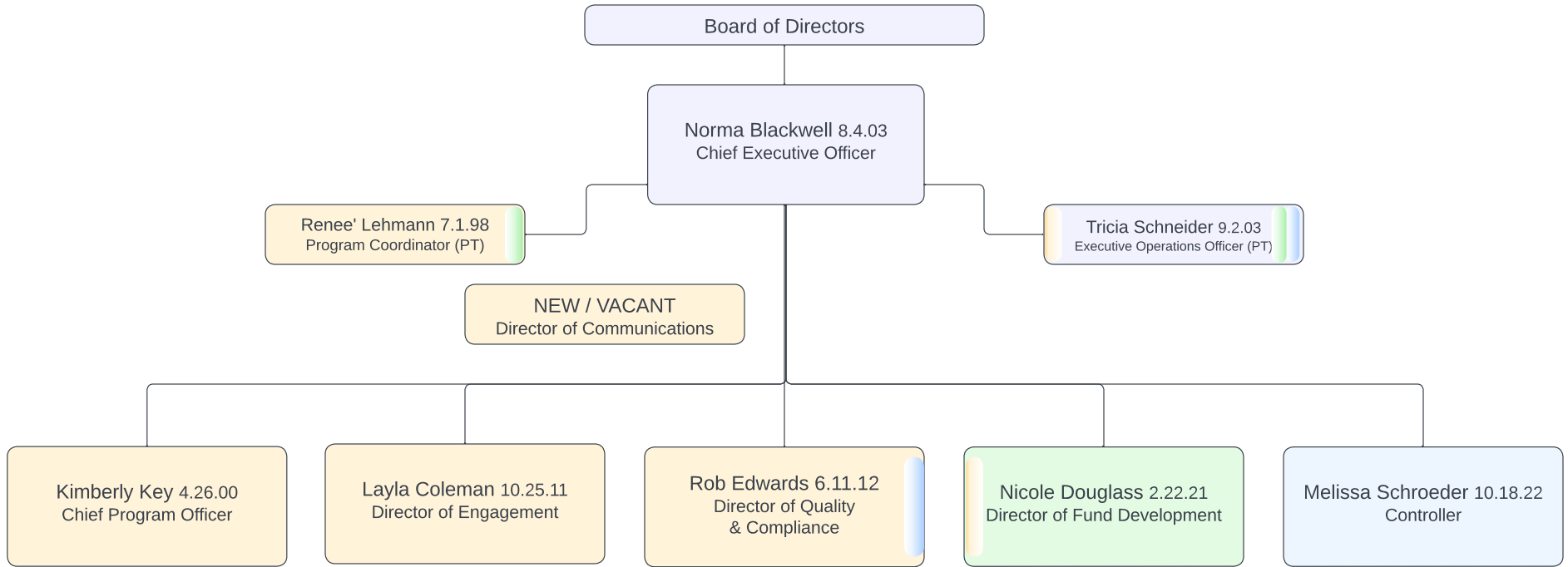
Created:	2024-07-29
By:	Nicole Douglass (ndouglass@casacentex.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXAQEDR6bvY_SPGIg7ahvK0zHZ3MUSzXf

## "City Of San Marcos-Human Services grant application; for your review and approval" History

-  Document created by Nicole Douglass (ndouglass@casacentex.org)  
2024-07-29 - 3:55:29 PM GMT
-  Document emailed to nblackwell@casacentex.org for signature  
2024-07-29 - 3:57:46 PM GMT
-  Email viewed by nblackwell@casacentex.org  
2024-07-29 - 3:58:43 PM GMT
-  Signer nblackwell@casacentex.org entered name at signing as Norma C Blackwell  
2024-07-29 - 6:36:19 PM GMT
-  Document e-signed by Norma C Blackwell (nblackwell@casacentex.org)  
Signature Date: 2024-07-29 - 6:36:21 PM GMT - Time Source: server
-  Agreement completed.  
2024-07-29 - 6:36:21 PM GMT

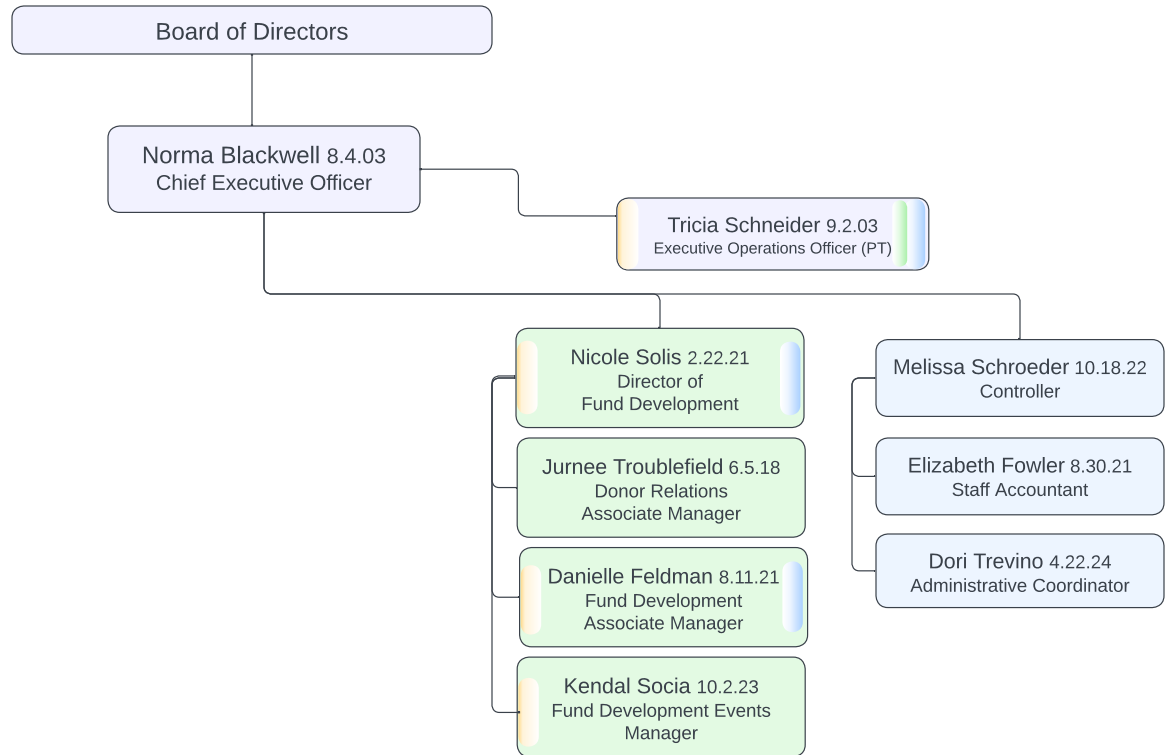
CASA of Central Texas, Inc.

Executive Staff  
FY 2024-25 as of 7.1.24



CASA of Central Texas, Inc.

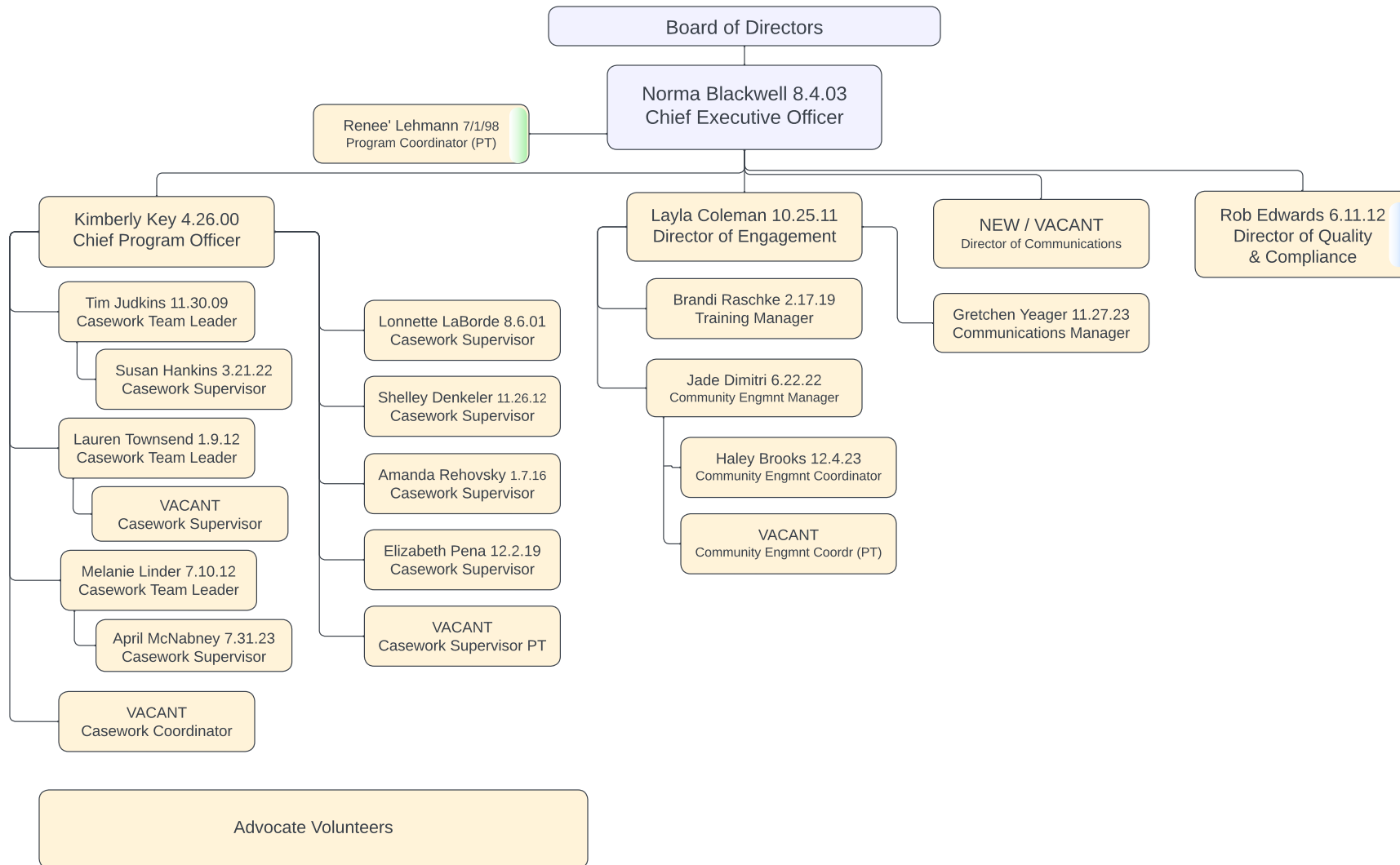
Fundraising & Administration Staff  
FY 2024-25 as of 7.1.24





CASA of Central Texas, Inc.

Program Staff  
FY 2024-25 as of 7.1.24



## Griffith, Carol

---

**From:** Nicole Solis-Douglass <ndouglass@casacentex.org>  
**Sent:** Thursday, August 29, 2024 7:53 PM  
**To:** Griffith, Carol  
**Cc:** Norma Blackwell; Danielle Feldman  
**Subject:** [EXTERNAL] Re: [External]HSAB Presentations 8/29

Good evening, Carol,

Thank you and the HSAB board for your time this evening. We truly appreciate the opportunity to present.

Due to time limitations, I didn't get to mention this during my presentation, but I wanted to share that, like many local social service programs, CASA is experiencing tremendous growth along with the City of San Marcos and Hays County. We acknowledge the challenging task before the board and truly appreciate the commitment to this community in deciding the allocation of funds.

We are grateful to the City Staff and the HSAB for your support and consideration.

Best regards,

*Nicole Douglass*

Director of Development  
CASA of Central Texas, Inc.  
830.837.3060  
[www.casacentex.org](http://www.casacentex.org)

*We envision a world where every child thrives in a safe, stable and loving home. Court Appointed Special Advocates (CASA) of Central Texas advocates for abused and neglected children in the courts, schools, and child welfare system by training and supporting community volunteers. In FY2023, with 226 active volunteers serving as Guardians ad Litem, CASA helped 500 children from Caldwell, Comal, Guadalupe and Hays Counties. Please donate or become a CASA for an abused or neglected child!*

CASA aims for financial transparency with all of our donors and supporters. You may find more information on our publicly available GuideStar/Candid Platinum profile at: <https://www.guidestar.org/profile/74-2403373>

**Give back by rounding up your change and donating the remainder to us when you shop on [Walmart.com](http://Walmart.com) or the Walmart app. Learn more about **Spark Good Round Up** at [walmart.com/SparkGood](http://walmart.com/SparkGood)**

**CONFIDENTIALITY NOTICE:** This email communication and any attachments may contain confidential and privileged information for the use of the designated recipients named above. This transmission is strictly confidential. If you are not the intended recipient of this message, you may not disclose, print, copy or disseminate this information. If you have received this in error, please reply and notify the sender (only) and delete the message. Unauthorized interception of this email is a violation of the Electronic Communications Privacy Act, 18 U.S.C. §2510-2521.

---

**From:** Griffith, Carol <CGriffith@sanmarcostx.gov>  
**Sent:** Thursday, August 29, 2024 12:07 PM  
**Subject:** [External]HSAB Presentations 8/29

Hello! This email is going to the following people. You are presenting to HSAB this evening in the following order. We should be able to start presentations at about 6:05.

Agency	Program	Who will be present
Greater San Marcos Youth Council	Children's Shelter	Julia Ramsey New
Greater San Marcos Youth Council	Family and Youth Success	Victoria Berry
H.O.M.E. Center	Peer Support Specialist	Hannah Durrance
Outsiders Anonymous	Outsider Peer Program	Adam Holt
School Fuel	Weekend Food for Hungry Children	Michael Pigg
Court Appointed Special Advocates	Advocacy for Abused and Neglected Children	Nicole Douglass

You are welcome to present online or in person. Below is a link to the meeting. I'll be in person at Building 4, 630 E Hopkins.

[Link to 2024 Human Services Advisory Board Meetings August 29 - October 10, 2024](#)

Webinar ID: 863 3086 5080

Passcode: 172158

Please feel free to contact me with any questions. Thank you very much for your participation in this process! Carol



**Carol Griffith**

Housing and Community Development Manager | Planning & Development Services  
 630 E. Hopkins St, San Marcos, TX 78666  
 512-393-8147

Please take a moment to complete the City of San Marcos [Customer Satisfaction Survey](#).

This email, plus any attachments, may constitute a public record of the City of San Marcos and may be subject to public disclosure under the [Texas Public Information Act](#).

**CONFIDENTIALITY NOTICE:** This email communication and any attachments may contain confidential and privileged information for the use of the designated recipients named above. This transmission is strictly confidential. If you are not the intended recipient of this message, you may not disclose, print, copy or disseminate this information. If you have received this in error, please reply and notify the sender (only) and delete the message. Unauthorized interception of this email is a violation of the Electronic Communications Privacy Act, 18 U.S.C. §2510-2521.

**CAUTION:** This email is from an EXTERNAL source. Links or attachments may be dangerous. Click the Report Phishing button above if you think this email is malicious .